

1 **August 22, 2017**

2 **REGULAR MEETING OF THE BOARD OF DIRECTORS OF**  
3 **THE NORTH COUNTY FIRE PROTECTION DISTRICT**

4 President Munson called the meeting to order at 5:00 p.m.

5 **THE INVOCATION GIVEN BY Chief Marovich.**

6 **ALL RECITED THE PLEDGE OF ALLEGIANCE.**

7 **ROLL CALL:**

8 **Present:** Directors Harris, Hoffman, Luevano, Munson and Thuner.

9 **Absent:** None.

10 **Staff Present:** Fire Chief/CEO Abbott, Attorney James and Board Secretary Stephen-  
11 Porter. In the audience were: Deputy Chief Marovich, D/C Mahr, B/Cs Krumwiede,  
12 McReynolds, Schoenheit and Wilson, and members of the public and Association.

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14 **PUBLIC ACTIVITIES AGENDA**

15 1. **PUBLIC COMMENT:** President Munson addressed the audience and inquired whether  
16 there were any public comments regarding items not on the Agenda. There being no  
17 comments, the Public Comment Section was closed.

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19 **ACTION AGENDA**

20 **CONSENT ITEMS:**

21 2. **REVIEW AND ACCEPT REGULAR BOARD MEETING MINUTES FOR JULY 2017**

22 3. **REVIEW AND ACCEPT FINANCIAL REPORT FOR JULY 2017**

23 4. **REVIEW AND ACCEPT POLICIES & PROCEDURES**

24 President Munson inquired whether there were any questions on Consent Items 2-4. There  
25 being no discussion, President Munson asked for a motion to approve the Consent Agenda.  
26 On a motion by Director Harris, seconded by Director Luevano, the motion to approve the  
27 Consent Agenda Items as presented, passed unanimously.

30 **ACTION ITEMS:**

31 5. **REVIEW AND ACCEPT FINANCIAL AUDIT FOR FY 2015/2016 — CHIEF MAROVICH AND**

32 **CHIEF ABBOTT:** Chief Marovich informed the Board the Pun Group Accountants & Advisors  
33 conducted the Annual Audit for the District for Fiscal Year ending June 30, 2016. Partner  
34 Paul Kaymark was present to review the audit with the Board and provide insight into the  
35 financial status of the District. He noted the Finance Department has undergone some major  
36 changes to improve procedures. Discussion ensued regarding how the District compares  
37 to other Districts, changes in GASB and options and suggestions for improvement. It was  
38 noted Management had noted needs for funding of future acquisitions capital equipment for  
39 apparatus and facilities and uncertainties with regards ballooning costs due to CalPERS  
40 retirement funding. Mr. Kaymark noted they expect to begin the audit for the FY ending  
41 June 20, 2017 shortly. On a motion by Vice President Thuner, seconded by Director Harris,  
42 the motion to accept the Annual Audit for the FY ending June 20, 2016, passed unanimously.

43 6. **REQUEST TO ESTABLISH A REVENUE MEASURE STUDY AD HOC COMMITTEE — CHIEF**

44 **ABBOTT:** Chief Abbott informed the Board there had been a kick-off meeting with the  
45 contractor to discuss the Revenue Measure Study. In attendance were members of the  
46 Management Team, Labor and Board President Munson. At the conclusion of the meeting,  
47 it was discussed that an Ad Hoc Committee might be useful to help identify what the District  
48 should be focusing on for the measure and to provide feedback to SRI Research for their  
49 survey. In order facilitate the process, several meetings could be held fairly quickly to  
50 provide recommendations before the next full Board meeting. On a motion by Director  
51 Harris, seconded by Director Luevano, the motion to appoint Directors Hoffman and  
52 Luevano to the Ad Hoc Committee passed unanimously. The Board Secretary to arrange  
53 for the meetings as quickly as possible.

54 7. **REVIEW AND APPROVE RESOLUTION 2017-09 ADOPTING A PAY SCHEDULE —**

55 **CHIEF MAROVICH AND CHIEF ABBOTT:** Chief Marovich presented Resolution 2017-11, which  
56 memorializes the previously approved salaries of all District employees in to a single  
57 document for publication, without reference to other documents, as required by the California  
58 Code of Regulations. The changes reflect the MOU formula increase of 4.58% in salaries.

59 On a motion by Director Luevano, seconded by Director Harris, the motion to approve  
60 Resolution 2017-11, memorializing District salaries, passed unanimously.

## 62 **DISCUSSION AGENDA**

63 8. There are no Discussion Agenda Items for the August 22, 2017 Board Meeting.

### 64 **STANDING DISCUSSION ITEMS:**

65 ● **LEGAL COUNSEL REPORT:** Counsel James presented his letter “Emails and Text  
66 Messages on Personal Accounts and Devices May Be Public Records Subject to Disclosure  
67 – Part 2.” Brief discussion ensued. This is informational only, no action required.

68 ● **WRITTEN COMMUNICATIONS:** None.

69 ● **BOARD RECOGNITION PROGRAM:** Brief discussion ensued regarding the items,  
70 Informational only, no action required.

71 ● **NEWS ARTICLES:** Brief discussion ensued regarding articles. This is informational  
72 only, no action required.

73 ● **COMMENTS:**

74 ● **STAFF REPORTS/UPDATES:**

75 ● **STEPHEN ABBOTT, FIRE CHIEF/CEO:** Chief Abbott noted he had sponsored another  
76 Coffee with the Chief, which went well as similar to last meeting. The turnout was the same  
77 as last time, although there had been mailers, signs and announcements in the paper.  
78 Discussion ensued regarding placing generic non-disclosable information about call activity  
79 in the Village news. Chief Abbott agreed to look into providing this information to them.  
80 Chief Abbott noted he will be attending the next Rainbow Board meeting to discuss the  
81 ongoing transition. He also noted that Chief Mahr has been accepted to the NFA Executive  
82 Officers Training Program. Informational only, no further action required.

83 ● **CHIEF OFFICERS AND OTHER STAFF:** **CHIEF MAHR:** Chief Mahr informed the Board that  
84 the changes at North Comm with the CAD transition had gone well. The Board may note  
85 new numbers on the apparatus. **CHIEF MAROVICH:** Chief Marovich updated the Board on  
86 the expected audit for the FY ending June 2017. He noted the September Board meeting  
87 will require then to approve the Final Budget for 2017/18. He also informed the IT transition

88 is going forward with the District moving to Office 365.

89 ● **BOARD: DIRECTOR HARRIS:** Director Harris reminded everyone of the Chamber's First  
90 Responder event on September 28<sup>th</sup> at the Community Center. Please let her know if you  
91 will be attending. **DIRECTOR LUEVANO:** Director Luevano expressed concerns for giving  
92 more support to the Fire Prevention efforts, especially during abatement season. He has  
93 concerns there is a negative perception that the District is not acting on the weed efforts and  
94 the negative view by the public. Chief Abbott updated the Board on the District efforts,  
95 including the billboard advertisement, CalFIRE involvement with inspections, the contracting  
96 for a weed abatement contractor and the development of a database to track repeat  
97 offenders. He noted that weed abatement has a very limited budget, discussed the ways  
98 other agencies handle this matter and difficulties the District had with the last contract and  
99 the communities' dissatisfaction with their action.

100 ● **BARGAINING GROUPS: A/P JONES:** A/P Jones informed the Association had  
101 supported a Girl Scout Troop who were working on their Silver Award, where the girls had  
102 surveyed, sought donations, purchased and installed CO<sub>2</sub> alarms in 50 homes. In addition,  
103 the Association helped support the library with the purchase of children's fire-related books  
104 for the mini-station bookshelf. The Association is sponsor the 9/11 hill climb again for the  
105 7<sup>th</sup> year. A/P Jones noted that Labor has been working with the District in an interest-based  
106 manner to move the plan for single role medics into transition.

107 ● **PUBLIC COMMENT:** No comments.

## 108 **CLOSED SESSION**

109  
110 At 6:40 p.m., President Munson inquired whether there was a motion to adjourn to Closed  
111 Session. On a motion by Director Luevano, seconded by Director Hoffman to go into Closed  
112 Session, President Munson read the items to be discussed in Closed Session and the Open  
113 Session was closed. A short break ensued after the reading of the Closed Session Items.

114 At 6:50 p.m., and the Board entered Closed Session to hear:

